

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
December 12, 2022
6:30 PM

You are encouraged to view the meeting via the City's Facebook page at
<https://www.facebook.com/NorwichNewYork/>

Call To Order

Pledge of Allegiance

Invocation

Approval of minutes of the special meeting of November 1 and the regular meeting of November 15, 2022.

Public Hearing – 2023 Budget

Open Forum

Department, Board and Commission Reports

Ward Reports

- ◆ Water Commission Minutes – September
- ◆ Parks Commission Minutes – September
- ◆ Maydole Hose Company Minutes – November
- ◆ Fire Auxiliary Minutes - November
- ◆ Planning Commission Minutes – September and October

Motions

- ◆ Set Public Hearing for Proposed Sign Ordinance Changes
- ◆ Set Public Hearing for Borden Avenue Zoning Immunity
- ◆ Appointment of City Attorney
- ◆ Authorizing Contract with Stephanie Hanrahan as City Attorney
- ◆ Appointment of City Clerk/Director of Finance
- ◆ Appointment of Youth Bureau Director

Resolutions

- ◆ Adopting Fiscal Year 2023 General Fund Budget
- ◆ Adopting Fiscal Year 2023 Special Grants Fund and Debt Service Fund Budgets
- ◆ Adopting Fiscal Year 2023 Wastewater Fund Budget
- ◆ Adopting Fiscal Year 2023 Water Fund Budget
- ◆ Adopting Water Rates – Town of Norwich Effective April 1, 2023 Billings
- ◆ Adopting Water and Sewer Use Rates in the City of Norwich
- ◆ Authorizing City/County Tax Levy for 2023
- ◆ Authorizing Submission of Restore Ny Application to The Empire State Development Corporation for the Norwich Hotel
- ◆ SEQRA Determination of Non-Significance Concerning Rehabilitation Of 14-16 South Broad St. for the Norwich Hotel
- ◆ SEQRA Determination of Non-Significance Concerning Sign Ordinance Amendments
- ◆ Authorizing Renewal of DCMO BOCES Print Shop Contract

Payment of Bills

Executive Session – Contract Negotiations

Adjournment

Motions

- ◆ **Set Public Hearing for Proposed Sign Ordinance Changes** - Ald. Loomis **moved** to recommend the Common Council set a Public Hearing regarding the Sign Ordinance for January 17, 2023 at 6:30 p.m. Seconded by Ald. Warren, approved ayes all.
- ◆ **Set Public Hearing for Borden Avenue Zoning Immunity** - Ald. Jeffrey **moved** to recommend the Common Council approve the City declaration of immunity from City Zoning regulations for this parcel on Borden Ave. and set a Public Hearing for January 17, 2023 at 6:30 p.m.. Seconded by Ald. Loomis, approved ayes all.
- ◆ **Appointment of City Attorney** - Ald. _____ **moved** to re-appoint Stephanie Hanrahan of Sherburne, NY, as City Attorney, to a two-year term expiring December 31, 2024. Seconded by Ald. _____, and duly adopted, _____, on a roll call vote.
- ◆ **Authorizing Contract with Stephanie Hanrahan as City Attorney** – Ald. _____ **moved** to authorize entering into a contract with Stephanie Hanrahan as City Attorney. Seconded by Ald. _____, approved ayes all.
- ◆ **Appointment of City Clerk/Director of Finance** Ald. _____ **moved** to re-appoint Dee DuFour of Sidney, NY, as City Clerk/Director of Finance, to a two-year term expiring December 31, 2024. Seconded by Ald. _____, and duly adopted, _____, on a roll call vote.
- ◆ **Appointment of Youth Bureau Director** Ald. _____ **moved** to re-appoint Anthony Testani of Norwich, NY, as Youth Bureau Director, to a two-year term expiring December 31, 2024. Seconded by Ald. _____, and duly adopted, _____, on a roll call vote.

Resolutions

RESOLUTION # -2022

ADOPTING FISCAL YEAR 2023 GENERAL FUND BUDGET

Ald. _____ introduced the following and **moved** its adoption:

WHEREAS, a tentative fiscal Year 2022 General Fund budget in the amount of \$9,924,865 was received by the Common Council on November 15, 2022 and subsequently amended; and

WHEREAS, a public hearing on such budget was held on December 6, 2022; now, therefore be it

RESOLVED, that the Fiscal Year 2023 General Fund Budget for the City of Norwich in the amount of \$9,924,865, as amended from the received budget on November 15, 2022, be and hereby is adopted.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote

RESOLUTION # -2022

ADOPTING FISCAL YEAR 2023 SPECIAL GRANTS FUND AND DEBT SERVICE FUND BUDGETS

Ald. _____ introduced the following and **moved** its adoption:

WHEREAS, tentative fiscal Year 2023 budgets for the Special Grants Fund in the amount of \$235,616 and the Debt Service Fund in the amount of \$425,705 were received by the Common Council on November 15, 2022; and

WHEREAS, a public hearing on such budgets was held on December 6, 2022; now, therefore be it

RESOLVED, that the Fiscal Year 2023 Special Grants Fund Budget for the City of Norwich as received by the Common Council on November 15, 2022, in the amount of \$235,616, be and hereby is adopted; and, further be it

RESOLVED, that the Fiscal Year 2023 Debt Service Fund Budget for the City of Norwich as received by the Common Council on November 15, 2022, in the amount of \$425,705, be and hereby is adopted.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote

RESOLUTION # -2022

ADOPTING FISCAL YEAR 2023 WASTEWATER FUND BUDGET

Ald. _____ introduced the following and **moved** its adoption:

WHEREAS, a tentative fiscal Year 2022 Wastewater Fund budget in the amount of \$1,121,134 was received by the Common Council on November 15, 2022; and

WHEREAS, a public hearing on such budget was held on December 6, 2022; now, therefore be it

RESOLVED, that the Fiscal Year 2023 Wastewater Fund Budget for the City of Norwich in the amount of \$1,121,134, as received on November 15, 2022, be and hereby is adopted.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote

RESOLUTION # -2022 ADOPTING FISCAL YEAR 2023 WATER FUND BUDGET

Ald. _____ introduced the following and **moved** its adoption:

WHEREAS, a tentative fiscal Year 2023 Water Fund budget in the amount of \$1,544,740 was received by the Common Council on November 15, 2022; and

WHEREAS, a public hearing on such budget was held on December 6, 2022; now, therefore be it

RESOLVED, that the Fiscal Year 2023 Water Fund Budget for the City of Norwich in the amount of \$1,544,740, as received on November 15, 2022, be and hereby is adopted.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote

**RESOLUTION # -2022 ADOPTING WATER RATES – TOWN OF NORWICH
EFFECTIVE WITH APRIL 1, 2023 BILLINGS**

Ald. _____ introduced the following and **moved** its adoption:

WHEREAS, the City has contracts for supplying water with the Town of Norwich (the “Town”) which provide that related costs shall be allocated to the Town in a water rate schedule determined by the City each year; and

RESOLVED, that the following rate schedule for billing of water provided to the Town by the City be and hereby is approved, and shall take effect with billings commencing April 1, 2023.

NORWICH WATER SYSTEM							
ADOPTED WATER RATES FOR TOWN OF NORWICH							
FOR 2023 BUDGET YEAR							
(Effective in Billings Starting April 1, 2023)							
				Present	Adopted	Amount of	
				(2022)	(2022)	<u>Increase:</u>	Percentage
<u>WATER USE QUARTERLY</u>						<u>\$ / cu. ft.</u>	<u>Increase</u>
<u>RATES:</u>							
Minimum Charge up to 1,000 cubic feet:				\$ 86.28	\$ 88.01	\$1.73	2.01%
Charge per 100 cu. ft. for Additional							
Usage Over 1,000 cubic feet:							

Additional 1,000 to 13,000 cubic feet:	7.42	\$ 7.57	0.15	2.02%
Additional 13,000 to 50,000 cubic feet:	7.68	\$ 7.83	0.15	1.95%
Additional 50,000 (and over) cubic feet:	7.89	\$ 8.05	0.16	2.03%

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

RESOLUTION # -2022 ADOPTING WATER AND SEWER USE RATES IN THE CITY OF NORWICH

Ald. _____ introduced the following and moved its adoption:

WHEREAS, Chapter 542 of the Code of the City of Norwich states that the Common Council shall set water and sewer use rates as deemed necessary for the City of Norwich; and

WHEREAS, the Common Council received proposed water and sewer use rates in the City of Norwich on November 15, 2022; and

WHEREAS, a public hearing was held on December 6, 2022, in connection with the 2023 Budget, including said proposed water and sewer use rates; now, therefore be it

RESOLVED, that the water and sewer use rates in the City of Norwich, as presented to the Common Council on November 15, 2022, be and hereby are set as follows:

**NORWICH WATER SYSTEM
RATES
FOR 2023 BUDGET
(Effective January 1, 2023 & Reflected in Billings Starting April 1, 2023)**

<u>WATER USE QUARTERLY RATES:</u>	Present (2022)	(2023)
Minimum Charge up to 1,000 cubic feet:	\$ 66.80	\$ 68.14
Charge per 100 cu. ft. for Additional Usage Over 1,000 cubic feet:		
Additional 1,000 to 13,000 cubic feet:	5.81	5.93
Additional 13,000 to 50,000 cubic feet:	6.11	6.23
Additional 50,000 (and over) cubic feet:	6.41	6.54
<u>SEWER USE QUARTERLY RATE:</u>		
Charge per 100 cu. ft. of total Water Use:	\$ 4.13	\$ 4.21
Fire Service		
1 ½ inch service	60.00	60.00
6 inch service	110.00	110.00
8 inch service	190.00	190.00
12 inch service	220.00	220.00
Hydrant Charge		
Per Each Hydrant	55.00	55.00

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

RESOLUTION # - 2022 AUTHORIZING CITY/COUNTY TAX LEVY FOR 2023

Ald. _____ introduced the following and **moved** its adoption:

WHEREAS, the taxes to be levied by Chenango County for collection by the City of Norwich during 2023 total \$2,724,577.98; and

WHEREAS, the budget of the City of Norwich for the year 2023 has been duly adopted and the amount to be raised by taxes is \$3,529.00 and the amount of special assessments and other items total \$95,741.52, for a total City levy of \$3,624,900.52, therefore be it

RESOLVED, that said taxes totaling \$6,349,478.50 are hereby levied against the real property of the City of Norwich. The Director of Finance is hereby directed to extend said tax against the property listed in the assessment roll of the City of Norwich. The Mayor is hereby authorized to execute and issue to the Director of Finance the tax warrant for the collection of the above-mentioned taxes.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

RESOLUTION # - 2022

**AUTHORIZING SUBMISSION OF RESTORE NY APPLICATION TO THE
EMPIRE STATE DEVELOPMENT CORPORATION FOR THE NORWICH
HOTEL**

Ald. _____ introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich is eligible for grant funding under Round 7 of the Restore NY Communities Initiative Municipal Grant Program, and

WHEREAS, the Common Council has considered proposals that qualify for funding under the program and selected one project to be included in an application that will be submitted to Empire State Development Corporation (ESDC) as follows:

Redevelopment of the Norwich Hotel, 14-16 South Broad St., Norwich, NY. The project will renovate and transform an existing three story, 36,000 square foot vacant building into a boutique hotel. Specifically, the company will renovate the first, second, and third floors. They will construct a new lobby, conference room, and lounge on the first floor, and a total of 45 new guest rooms on the second and third floors.

WHEREAS, this project is consistent with all existing local plans, the proposed financing is appropriate for the project, the project will facilitate effective and efficient use of existing and future public resources to promote both economic development and preservation of community resources and the project develops and enhances infrastructure and/or other facilities in a manner that will attract, create, and sustain employment opportunities in the City of Norwich; now, therefore be it

RESOLVED, that the Common Council hereby supports and will sponsor an application for Restore NY funding for 14-16 South Broad St., Norwich, NY and will administer the grant in accordance with all applicable rules and regulations established by ESDC, and be it further

RESOLVED, that the Mayor is authorized to sign the applications and any agreements required by ESDC for grant funding that results from the application.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

RESOLUTION # - 2022

**SEQRA DETERMINATION OF NON-SIGNIFICANCE CONCERNING
REHABILITATION OF 14-16 SOUTH BROAD ST. FOR THE NORWICH HOTEL**

Ald. _____ introduced the following and moved its adoption:

WHEREAS, the City of Norwich is applying to Round 7 of the Restore NY program for rehabilitation funding for the Norwich Hotel project; and

WHEREAS, the proposed rehabilitation is classified as an “Unlisted Action” pursuant to the State SEQR regulations and is therefore subject to the regulations and requirements of the State Environmental Review Act; and

WHEREAS, the City has completed a SEQR short form for the proposed rehabilitation and examined the potential environmental impacts associated with the rehabilitation; and

RESOLVED, that the City of Norwich has determined that the proposed action will not result in a significant adverse impact on the environment and issues a negative declaration.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

**RESOLUTION # - 2022 SEQRA DETERMINATION OF NON-SIGNIFICANCE CONCERNING SIGN
ORDINANCE AMENDMENTS**

Ald. _____ introduced the following and moved its adoption:

WHEREAS, the City of Norwich has amended updates to the sign ordinance on content-based restrictions and other provisions; and

WHEREAS, the amendment of the ordinance constitutes an “Unlisted Action” pursuant to the State SEQR regulations and is therefore subject to the regulations and requirements of the State Environmental Review Act; and

WHEREAS, the City has completed a SEQR short form for the amendments and examined the potential environmental impacts associated with the amendments; and

RESOLVED, that the City of Norwich has determined that the proposed action will not result in a significant adverse impact on the environment and issues a negative declaration.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

RESOLUTION # - 2022 AUTHORIZING RENEWAL OF DCMO BOCES PRINT SHOP CONTRACT

Ald. _____ introduced the following and **moved** its adoption:

WHEREAS, the DCMO BOCES Print Shop Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES area in New York, to jointly provide duplicating services through a centralized facility; and

WHEREAS, the City of Norwich is desirous of participating with other governmental entities in the Delaware-Chenango-Madison-Otsego BOCES area in the Service mentioned above as authorized by General Municipal Law, Section 119-o; and

WHEREAS, the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the Common Council of the City of Norwich hereby appoints the Delaware-Chenango-Madison-Otsego BOCES Print Shop Service to represent it in all matters relating above; and, further be it

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to enter into an agreement with DCMO BOCES Print Shop Service for 2017/2018 year to assume its share of the costs for duplicating

costs; abide by majority decisions of the participating members; and abide by the terms and conditions of the Mutual Sharing Plan of the BOCES Board.

Seconded by Ald. _____, and duly adopted, _____, on a roll call vote.

Payment of December Bills

Ald. _____ **moved** to pay the December bills through December 20, 2022 after proper audit and certification.

Seconded by Ald. _____ and duly adopted _____.